## **Personnel File Review**

Review Period: April - June 2010

## **Western Service Area**

Contractor: Boys & Girls Home of Nebraska

**Total Number of Reviews:** 

38

| Background Checks  | # Yes                               | # Applicable  | % Achieved  |
|--|-------------------------------------|---|---|
| 1 National   | 32                                  | 38  | 84.21%  |
| 2 Out of State   | 4                                   | 14  | 28.57%  |
| 3 In State   | 25                                  | 38  | 65.79%  |
| 4 Local  | 13                                  | 38  | 34.21%  |
| 5 Internet Search  | 23                                  | 38  | 60.53%  |
| 6 Ongoing Background Checks  | 3                                   | 4   | 75.00%  |
| 7 Exceptions   | 3                                   | 18  | 16.67%  |
| 8 Record Maintenance   | 17                                  | 38  | 44.74%  |
| Transportation   | # Yes                               | # Applicable  | % Achieved  |
| 9 Driver's License   | 30                                  | 38  | 78.95%  |
| 10 Auto/Medical Insurance  | 24                                  | 38  | 63.16%  |
| 11 SE  | 34                                  | 36  | 94.44%  |
| 12 Limitations   | 34                                  | 38  | 89.47%  |
| 13 Defensive Driving Course  | 35                                  | 38  | 92.11%  |
| Drug Screening   | # Yes                               | # Applicable  | % Achieved  |
|  |                                     |   |   |
| 14 Drug Tests  | 22                                  | 38  | 57.89%  |
| 14 Drug Tests References   | 22<br><u># Yes</u>                  | 38<br><b># Applicable</b>                                   | 57.89%<br><u>% Achieved</u>   |
|  |                                     |   |   |
| References   | # Yes                               | # Applicable  | % Achieved  |
| References 15 References - Home Study Staff  | # Yes<br>0                          | # Applicable<br>2   | % Achieved 0.00%  |
| References  15 References - Home Study Staff  Education  | # Yes<br>0<br># Yes                 | # Applicable 2 # Applicable                                 | % Achieved 0.00% % Achieved   |
| References  15 References - Home Study Staff  Education  16 Education - ALL Employees  | # Yes<br>0<br># Yes<br>27           | # Applicable 2 # Applicable 38                              | % Achieved 0.00% % Achieved 71.05%  |
| References  15 References - Home Study Staff  Education  16 Education - ALL Employees  17 Education - Home Study Staff   | # Yes<br>0<br># Yes<br>27<br>0      | # Applicable 2 # Applicable 38 2                            | % Achieved 0.00% % Achieved 71.05% 0.00%  |
| References  15 References - Home Study Staff  Education  16 Education - ALL Employees  17 Education - Home Study Staff  18 Education - Service Coordinator   | # Yes<br>0<br># Yes<br>27<br>0<br>9 | # Applicable  2 # Applicable  38  2  13                     | % Achieved 0.00% % Achieved 71.05% 0.00% 69.23%                                       |
| References  15 References - Home Study Staff  Education  16 Education - ALL Employees  17 Education - Home Study Staff  18 Education - Service Coordinator  Training   | # Yes 0 # Yes 27 0 9 # Yes          | # Applicable  2 # Applicable  38  2  13 # Applicable        | % Achieved 0.00% % Achieved 71.05% 0.00% 69.23% % Achieved                            |
| References  15 References - Home Study Staff  Education  16 Education - ALL Employees  17 Education - Home Study Staff  18 Education - Service Coordinator  Training  19 ALL STAFF - Initial Training  | # Yes 0 # Yes 27 0 9 # Yes 13       | # Applicable  2 # Applicable  38 2 13 # Applicable          | % Achieved 0.00% % Achieved 71.05% 0.00% 69.23% % Achieved 34.21%                     |
| References  15 References - Home Study Staff  Education  16 Education - ALL Employees  17 Education - Home Study Staff  18 Education - Service Coordinator  Training  19 ALL STAFF - Initial Training  20 ALL STAFF - Ongoing Training                                     | # Yes 0 # Yes 27 0 9 # Yes 13 1     | # Applicable  2 # Applicable  38 2 13 # Applicable  38 7    | % Achieved 0.00% % Achieved 71.05% 0.00% 69.23% % Achieved 34.21% 14.29%              |
| References  15 References - Home Study Staff  Education  16 Education - ALL Employees  17 Education - Home Study Staff  18 Education - Service Coordinator  Training  19 ALL STAFF - Initial Training  20 ALL STAFF - Ongoing Training  21 MULTI ETHNIC PLACEMENT          | # Yes 0 # Yes 27 0 9 # Yes 13 1 0   | # Applicable 2 # Applicable 38 2 13 # Applicable 38 7 19    | % Achieved 0.00% % Achieved 71.05% 0.00% 69.23% % Achieved 34.21% 14.29% 0.00%        |
| References  15 References - Home Study Staff  Education  16 Education - ALL Employees  17 Education - Home Study Staff  18 Education - Service Coordinator  Training  19 ALL STAFF - Initial Training  20 ALL STAFF - Ongoing Training  21 MULTI ETHNIC PLACEMENT  22 ICWA | # Yes 0 # Yes 27 0 9 # Yes 13 1 0 2 | # Applicable 2 # Applicable 38 2 13 # Applicable 38 7 19 18 | % Achieved 0.00% % Achieved 71.05% 0.00% 69.23% % Achieved 34.21% 14.29% 0.00% 11.11% |